



**TENNESSEE
BOARD OF PHARMACY
DEPARTMENT OF COMMERCE AND INSURANCE**
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DO NOT WRITE OR TYPE ON THIS SAMPLE FORM. A
COMPLETE PROTOCOL MUST BE TYPED ON A
SEPARATE SHEET OF PAPER.

SAMPLE PROTOCOL

I.TITLE OF PROJECT

II.STATEMENT OF PURPOSE

III.NAME AND AMOUNT OF CONTROLLED SUBSTANCE
(dosage & total amount)

IV.DETAILED DESCRIPTION OF RESEARCH

V.DETAILED DESCRIPTION OF STORAGE OF CONTROLLED SUBSTANCE
(Including proposed total quantities to be stored and process for removal from storage)

VI.SECURITY (Researchers, all categories, please include this section)

All controlled substances should be secured in a vault depending on the type and amount of drug. Please contact you local DEA Office for exact details for vault requirements.

DOG HANDLERS

1. Complete sections 1-4 of the sample protocol
2. The primary custodian will insure that a sufficient number of training aids are available for continuous training. He will insure that the training aids are changed periodically to keep aids fresh and serviceable. A maximum of 150 grams of marijuana and ten grams of heroin per day is authorized to be maintained for training purposes.
3. The primary custodian will initiate a procurement request for all drugs required for training aids.
4. Upon receiving a new supply of controlled substances, the custodian will weigh drugs and enter into the controlled substances log book and secure substances in vault.
5. Issuance of Training Aids:
 - a. When training aids are **checked out and returned**, they will be removed and returned from and to the vault by an authorized individual and the following entries made in the controlled substances training log: Only aids required for daily training will be removed from the vault.
 - i. Date
 - ii. Time
 - iii. Destination
 - iv. Weight of Aid
 - v. Signature of Individual Receiving Aid
 - vi. Signature of Individual Issuing Aide